

**OPERATIONS & PERSONNEL
COMMITTEE MEETING
October 21, 2019
5:30 P.M.**

MEMBERS PRESENT

Linda Little
Bryan Smith, Vice Chair

Patty Cox
John Jackson

COUNTY PERSONNEL PRESENT

Carol Reed, Auditor
Mary Eaton, Recorder
Josh Tanner, County Clerk
Rocki Wilkerson, Workforce
Jeannie Durham, County Board Office

MEMBERS ABSENT

Rachel Joy
Bill Oliver
Grant Noland

The meeting was called to order by Chair Linda Little at the Macon County Office Building.

MINUTES

Motion to approve minutes of prior meeting (8/19/19) made by Mr. Smith, seconded by Ms. Cox. and motion carried 4-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Ms. Cox, seconded by Mr. Jackson and the motion carried 4-0.

Motion to approve claims as presented made by Ms. Cox, seconded by Mr. Smith and the motion carried 4-0.

REPORTS

Auditor's Office –

Macon County Board Resolution Accepting a One Year General Liability and Property Insurance Proposal Through Arthur J. Gallagher

Ms. Reed explained that she had come about 2 months ago and mentioned that the County had been invited and were considering joining CIRMA which is the Counties of Illinois Risk Management Agency. We have been accepted by them and have received a proposal from them as well as a proposal from our current carrier. CIRMA has come in, total premium basis, about \$50,000 less than the current carrier. We also have the chance to reduce our deductible to \$50,000

from \$100,000 SIR. We think that's a good route to go and we are hoping that the \$50,000 can maybe in future years go down to \$25,000. She said they are excited about joining and being a part of CIRMA. As part of that we will have a seat on their board. We will be a voting member of that board along with the other 20 or so counties. This is a good opportunity.

A cyber policy, which we have not had before, will be added at a rate of \$6,345 which is a pretty good deal too.

Ms. Cox asked about the liability figures on the proposal. Ms. Reed asked Mr. Miller with A J Gallagher who was present to answer any questions to clarify. Mr. Miller explained that right now there is a \$15,000,000 total liability for the county. The primary program is \$5 million and \$10 million is bought above that to get to the \$15. The CIRMA program would be \$2 million primary with an \$8 million dollar layer to get to \$10 million and then \$5 million is bought. It's the same end point, just using a different way to get there.

Mr. Jackson made a motion to approve forwarding the resolution on to the Finance Committee with recommendation to approve, seconded by Mr. Smith, and the motion carried 4 -0.

***County Board –
Macon County Board Resolution Amending Holidays for 2019 to Coincide with the Circuit Court's Holiday Schedule***

Ms. Little explained that this is a yearly resolution that is done to make the rest of the County follow the Court's tradition of closing at noon on the 24th & 31st of December.

Mr. Jackson made a motion to approve forwarding the resolution on to the Full Board with recommendation to approve, seconded by Ms. Cox , and the motion carried 4-0.

Macon County Board Resolution Approving the Holidays for 2020

Mr. Smith made a motion to approve forwarding the resolution on to the Full Board with recommendation to approve, seconded by Mr. Jackson, and the motion carried 4-0.

County Clerk –

Mr. Tanner reported that candidates would be turning in their petitions next month. The final day will be December 2.

Mr. Tanner said he would be coming back at the end of the year because the office received about \$27000 for grants above what they normally receive. There will be a need to adjust the expenditure lines to account for the money that was spent and then reimbursed. The income lines will also be increased to make the expenses and revenues match.

Recorder –

Ms. Eaton distributed monthly reports and offered to answer questions. There were no questions.

Workforce Investments –

Ms. Wilkerson gave an update and reported that via the Opioid Grant, two new positions have been posted. One is the Project Coordinator and the other one is the Employment Specialist / Job Coach. There were six resume's received for the Project Coordinator. An interview committee will be selected next week and interviews will be started. The grant starts November 1st. Hiring will not actually be done until the Intent to Fund letter is received from DCEO.

An Ameren information night will be hosted by Workforce on October 30 from 5:30 to 7:30 p.m. This has not been done before, but it is a real challenge to apply for jobs because there is an online process that includes behavior interviews and a test that has to be taken. They will provide the information and Workforce will provide workshops to help individuals meet the criteria for the hiring process. Eighty chairs have been ordered for it and it will be set up lecture style. On Monday morning after the weekend, there were over 150 messages on the recorder from people that wanted to reserve a seat because it was advertised as limited seating. It may be necessary to work with Ameren in finding an additional night so a waiting list can be done and to make sure everyone that wants the information gets it. These are good jobs.

Citizen's Remarks - none

Old Business - none

New Business – none

CLOSED SESSION None needed

NEXT MEETING: Monday, November 18, 2019

ADJOURNMENT

Motion to adjourn made by Ms. Cox, seconded by Mr. Jackson, the motion carried 4-0, and the meeting was adjourned at 5:40 p.m.

Minutes submitted by Jeannie Durham, County Board Office